



VILLAGE OF ANMORE REPORT TO COUNCIL

Date: October 3, 2025

File No. 6480-20

Submitted by: Tim Savoie, Planning Consultant

Subject: Official Community Plan Legislative Housekeeping Amendments

Purpose / Introduction

The purpose of this report is to seek Council endorsement of the proposed process intended to be implemented to undertake amendments to the Official Community Plan (OCP) in order to bring the document into compliance with existing provincial legislation.

Recommended Options

THAT the proposed process to complete required housekeeping amendments to the Official Community Plan in response to updates to the *Local Government Act*, primarily being the Province of BC housing legislation, as outlined in the report dated October 3, 2025, be endorsed.

Background

In late 2023, the Province of B.C. introduced a series of new acts that significantly change how BC municipalities plan, consider and approve development in their communities. The intent of these amendments is to increase the housing supply and improve housing affordability across the province. Bill 44: 2023 Housing Statutes (Residential Development), is intended to increase the amount of ground-oriented housing such as secondary suites in a single-family dwelling, detached accessory dwelling units (garden suites, coach houses), triplexes, townhomes and house-plexes. Various Small Scale Multi Unit Housing (SSMUH) regulations in the *Local Government Act (LGA)* apply to municipalities based on their population size and whether they are contained within an Urban Containment Boundary established by a regional growth strategy.

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As required by the above referenced legislation, Anmore updated its Zoning Bylaw in mid 2024 to allow Secondary Suites in all residential zones except those lands wholly or partly within the Urban Containment Boundary where the Zoning Bylaw permits 3 units for parcels <280 m², and 4 units for parcels > 280 m². Parcels greater than 4050m² within the Urban Containment Boundary are exempted from the SSMUH density requirements. In addition, Coach Houses are also permitted in many of the residential zones.

Bill 44 also introduced changes to shift long range planning to a more proactive approach. As such, municipalities must update their Housing Needs Reports using a standard methodology on a regular basis for a more consistent, robust understanding of local housing needs over 5 and 20 years. Legislation requires that Interim Housing Needs reports must be completed by **January 1, 2025**. As Council is aware, Anmore received the Interim Housing Needs report in 2024 and as such this requirement has been completed.

Although the SSMUH zoning bylaw amendments and the Interim Housing Needs report have been completed, there are two requirements that require attention:

- 1) OCP Housekeeping Amendments to address housing needs; and
- 2) Zoning Bylaw review

In accordance with Provincial legislation, once that a housing needs report is completed, municipalities must plan for housing needs in Official Community Plans on a regular basis and must have completed their first review and update of their Official Community Plan to include statements, maps and housing policies that accommodate the 20 year housing needs identified in the interim Housing Needs Report by **December 31, 2025**.

Municipalities must also align Zoning Bylaws with Official Community Plans and Housing Needs Reports to pre-zone for the total amount of housing their communities need on a regular basis. Municipalities must have completed their first update of their zoning bylaw to align with their Official Community Plan and Housing Needs Report by **December 31, 2025**. It is anticipated that the Zoning Bylaw will be reviewed following the preparation of the draft OCP amendments.

Metro 2050 – Regional Growth Strategy

In addition to the above requirements associated with Bill 44, Metro 2050, the current regional growth strategy, was adopted by the MVRD Board on February 24, 2023. The Local Government Act stipulates that member jurisdictions must prepare and submit a Regional

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Context Statement (RCS) within two years of the adoption of a regional growth strategy. As Council is aware the RCS identifies the relationship between the OCP and the regional growth strategy and if applicable, how the OCP is to be made consistent with the regional growth strategy over time. It is intended that Anmore's RCS be amended in conjunction with the Bill 44 amendments as part of this process.

Discussion

This report outlines a high-level proposed approach to bring the OCP into alignment and compliance with provincial requirements outlined previously. A comprehensive update is not proposed this time given the December 31, 2025 provincial deadline. Instead, it is proposed that a number of key amendments be made to the OCP, directly related to Anmore's Housing Needs report. As well, it is also proposed the RCS be adjusted and amended in relation to the same.

Draft Work Plan – October 2025 to July 2026

1. **Council consideration of the draft OCP amendment process**
2. **Inform** the community of the update (Information Posted on Website and other communication media)
3. **Review and complete specific amendments to the OCP related to:**
 - Housing Needs Assessment
 - Small Scale Multifamily Housing regulations
 - Existing density references
 - Residential Land Use Policies
 - Population Estimates
 - Regional Context Statement
4. **Submit Draft OCP Amendments to Council** - Submit draft amended policies to Council for consideration and potential referral to those groups it considers appropriate as per Section 475 of the Local Government Act.
5. **Referrals Section 475 of the LGA** – Send the draft updated policies to those groups Council considers appropriate and provide 30 days for comments.

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6. **Engagement and Information** – Update posted information and community engagement to describe the draft changes and provide the opportunity for input.
7. **Finalize Revisions to the OCP** - based on comments received from the community and referral agencies, if possible, and finalize the document for Council consideration.
8. **Statutory Process** – undertake all necessary legislative steps to bring the amended bylaw to Council for consideration. A public hearing is necessary.
9. **Metro Board Approval of the Regional Context Statement** – Following 3rd Reading forward the Regional Context Statement to the Metro Board for consideration. This process could take up to 120 days.

Once the necessary OCP amendments have been identified, the Zoning Bylaw will be reviewed to ensure alignment with the amended OCP. Depending upon the outcome, it may be necessary to prepare amendments to the Zoning Bylaw for Council's consideration.

Timing

Assuming an October start, it is estimated that the above process could take a total of 10 months to complete once initiated (completion date: July 2026). It is estimated that all amendments can be completed including consultation and Council consideration by March 2026 (6 months) following which, the RCS would be submitted to Metro Board for consideration. As Council is aware, in accordance with Section 438 of the Local Government Act, the Metro Board can take up to 4 months (120 days) to indicate whether or not it accepts the RCS. Staff have been in communication with both Metro Vancouver and the Ministry of Housing regarding the Village's anticipated timelines for amending the OCP to address the Regional Context Statement and associated policy updates to accommodate the 20-year housing needs target.

Comprehensive Review of the 2014 Official Community Plan

As Council is aware, the OCP establishes the long-term vision for the community and includes objectives and policies to guide local planning and land use decisions to achieve this vision. The province now requires that municipalities review and update OCP's every 5 years to accommodate current and anticipated housing needs over 20 years. Public engagement is a very important part of these comprehensive updates which allows residents to shape their communities. In my opinion, an OCP update is one of the most important planning processes a

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community can undertake. As such, there should be ample opportunity for community consultation and involvement in the process.

While the above 2025/26 process will bring the OCP into compliance with provincial legislation, there will be a number of elements of the OCP that will require future attention in order to modernize the document. A comprehensive process could take up to 2.5 plus years to complete following the selection of a consulting team to undertake the work. One option for Council to consider could be to undertake this major project at the start of the next Council term where a Council can initiate and complete this major project. A project of this magnitude could also be identified as Council's Strategic Plan project.

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Options

THAT the proposed process to complete required housekeeping amendments to the Official Community Plan in response to updates to the Local Government Act, primarily being the Province of BC housing legislation, as outlined in the report dated October 3, 2025, be endorsed.

(recommended)

OR

THAT the proposed process to complete required housekeeping amendments to the Official Community Plan in response to updates to the Local Government Act, primarily being the Province of BC housing legislation, as outlined in the report dated October 3, 2025, be endorsed as adjusted with the following considerations:

- 1.
- 2.
3. ;

OR

THAT the proposed process to complete required housekeeping amendments to the Official Community Plan in response to updates to the Local Government Act, primarily being the Province of BC housing legislation, as outlined in the report dated October 3, 2025, be endorsed as adjusted with the following considerations:

- 1.
- 2.
3. ;

AND THAT Council direct staff to develop an RFP for the comprehensive update of the Village OCP to be initiated concurrently with the housekeeping amendments.

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Financial Implications

Funds necessary to complete the necessary OCP amendments associated with changes to the Local Government Act are currently budgeted in the 2025 operating budget.

Communications / Civic Engagement

Should this process be endorsed by Council, the village will inform the community and seek feedback as outlined in this report. It is anticipated that external assistance will be retained to undertake the consultation.

Corporate Strategic Plan Objectives

While the amendments to the OCP as discussed in this report are required by provincial legislation, potential changes to the OCP related to housing options are consistent with Council's Strategic Plan to "Consider new approaches to development that support opportunities for less expensive housing...".

Attachments:

Prepared by:
"Tim Savoie" Tim Savoie, RPP, MCIP Planning Consultant
Reviewed for Form and Content / Approved for Submission to Council:
<i>Chief Administrative Officer's Comment/Concurrence</i> Chief Administrative Officer

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Report Approval Details

Document Title:	2025-10-07 RTC OCP Update Housekeeping Process .docx
Attachments:	
Final Approval Date:	October 03, 2025

This document and all of its attachments were approved and signed as outlined below:

Esin Gozukara

Karen Elrick